



Minutes from the Electronic Recording Council of Wisconsin Meeting April 7, 2010 - Final Conference Call

Attending

Marvel Lemke – Taylor County Register of Deeds (Chair)
Cathy Williquette – Brown County Register of Deeds
Hal Karas – Whyte Hirschboeck Dudek
John LaFave – Milwaukee County Register of Deeds
Steve Hansen - Associated Banks
Cindy Wisinski – Portage County Register of Deeds
Craig Haskins – Knight-Barry Title, Inc

1. Call to order.

The meeting was called to order at 10:40 a.m. by Chair Marvel Lemke.

2. Recognition of Public Attendees

Kristi Chlebowski, Dane County Register of Deeds
Marge Geissler, Chippewa County Register of Deeds
Jodi Helgeson, Adams County Register of Deeds
Rodney Key, DOT
Ray Kumatayi, DOT

3. Approve Minutes from February 11, 2010 and March 3, 2010.

A motion to approve the minutes of February 11, 2010 and March 3, 2010 was made by Cindy, seconded by John. No opposed. Motion passed.

4. Announcements that may relate to Electronic Recording

No correspondence from DOA.

5. Report on PRIA's version 3 eRecording Schema

Per Mark Ladd there is no current input at this time. Comparisons between the two versions (2 and 3) are attached.

6. eRecording of Plats

Rodney Key from DOT explained that he attended a webinar on March 24 that explained the process via eCourier. Cathy explained that a TPP plat was submitted to Brown County for testing and it worked fine. eRecording Partners Network was able to convert the file from a PDF to a TIFF. The receiving and import of the document was successful. A question still remains on how to store the document. Should a large document be printed and retained for viewing by the public or is the scanned copy good enough? Business rules for this process will be drafted by the ERC and presented to the WRDA association for their input. Per Hal's request, the chair will ask Mark Ladd if they are any chance of the document being altered during the conversion process. Concerns were addressed regarding marginal entries on a TPP and per WI State Statutes 84.095(3) it does allow for electronic posting of marginal entries. DOT will be performing another test allowing for recording information to be placed in a blank area located in the upper right hand corner.

May 11, 2010

Page 2 of 2

7. Follow up on status of appointees for Council

Marvel talked to Lori from the governor's office regarding appointments to the ERC committee. Marvel's concern was that if appointments are not made soon enough, the council will not be able to make any decisions as they will not have a quorum. Lori stated that anyone interested in applying for a position on the council should complete and mail in their application as soon as possible. Members that will be leaving the committee in July are Marvel, Cathy, Hal and Steve. Hal and Steve will be notifying their respective associations of the upcoming vacancies.

8. Update on Transition Plan

The email account is still in affect; however the last time it was active was in January. Marvel suggested that since contact on the ERC website have been changed to her address (as Chair of the committee) that we inactivate the email. Cathy made a motion to eliminate the ERC email address, seconded by Hal. All in favor, motion passed.

A draft of the roles and responsibilities for the committee were distributed. Marvel had made some suggested changes but has asked the committee members to review as well and be prepared to discuss all changes at the next meeting. Committee members agreed that it would be okay for Marvel to release the current copy to individuals that are interested in seeking a position on the council.

TSAs, minutes and handouts have all been archived. Copies of these documents are retained on CD. One will be submitted to DOA, one by the chair and one by the secretary of the committee. The procedure for archival of committee documents will be addressed on the roles and responsibilities document.

9. Agenda Items for next meeting, time and location

The next meeting date is scheduled for Wednesday, May 5th at 10:30 by conference call. Agenda items will include but are not limited to PRIA update, eRecording TPP plats, Business practice, Transition plan (roles and responsibilities and archival items).

Next meeting secretary is John LaFave.

10. Adjourn

Motion to adjourn made by Cathy, seconded by Steve. All in favor, motion passed.

Respectfully submitted by

Cindy Wisinski
ERC Council Member